

Travis County Emergency
Service District 4.



14312 Hunters Bend Dr.
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Office (512) 836-7566,
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www.esd4.org

TRAVIS COUNTY EMERGENCY SERVICE DISTRICT #4 MINUTES OF THE REGULAR CALLED MEETING

July 18, 2023

The regular meeting of the Board of Fire Commissioners of Travis County Emergency Services District #4 was held on Tuesday, July 18, 2023, at 6:30 p.m. at Nathaniel Booker Community Center, 14502 Lippincott Drive Austin, TX 78725. Commissioner Torgrimson, being in the chair and a quorum present, the meeting was called to order at 6:38 pm.

Present: Commissioners Torgrimson, Alexander, Clark, Laryea, and Opiela

District Contractors: David Bailey and M Logan

Public: Chief Wesley Hopkins, Austin Travis County EMS

1. Open meeting: Commissioner Torgrimson called the meeting to order at 6:38 pm.
2. Public Comments: Chief Hopkins spoke about the EMT Explorer club and the need for a place to meet.
3. Consider and take appropriate action on the minutes of the June 20, 2023 Regular Meeting: Commissioner Clark made the motion to accept the minutes of the June 20, 2023 regular meeting and was seconded by Commissioner Opiela. The motion passed with Commissioner Alexander abstaining.
4. Consider and take appropriate action on the May 2023 treasurer's report and the June 2023 report which may include other reports: Commissioner Opiela made the motion to approve the May and June 2023 treasurers' reports and was seconded by Commissioner Clark. The motion passed unanimously by a show of hands among those present.
5. Update on the TexPool Investment report: Ms. Logan reviewed the June 2023 TexPool Investment Summary Report with the commissioners.

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6. Update on the Central Health modular building: David Bailey gave a brief overview of the building and its condition. He stated that the building was for sale and the asking price is \$112,000.00.
7. Update on FY24 Budget: Ms. Logan stated that she has prepared a draft FY24 budget and reviewed it with commissioners. July 25th will be the date for receiving the Certified Tax Roll from Travis Central Appraisal District. She will update with the current tax roll and send it to all commissioners. The August meeting will propose the FY24 budget, and the September meeting will adopt the FY24 budget.
8. Discuss and consider action on 2023 Ad Valorem tax rate: Ms. Logan stated that the appraisal district will provide the certified tax roll on July 25, 2023. The August meeting will propose the 2023 tax rate and the September meeting will adopt the 2023 tax rate.
9. Discuss and consider action on Engagement Letter for Audit FY23 with Medack & Oltman CPA: Commissioner Opiela made the motion to approve signing the engagement letter for Medack & Oltman to perform the FY23 audit and was seconded by Commissioner Laryea. The motion passed unanimously by a show of hands among those present.
10. Discuss and consider action on William Webb, Professional Civic Services and Logan Consulting FY24 Contracts: Commissioner Opiela made the motion to approve William Webb, Professional Civic Services and Logan Consulting FY24 contracts and was seconded by Commissioner Alexander. The motion passed unanimously by a show of hands among those present.
11. Consider and take appropriate actions on the District Administrator's report to include updates on the AFD contract for services, District Office updates and other administrative topics: See attached report. Commissioner Opiela made the motion to have David Bailey move forward with Central Health on the acquisition of the modular building at Station 48 with an amount not to exceed \$112,000.00 (one hundred twelve thousand dollars) and was seconded by Commissioner Laryea. The motion passed unanimously by a show of hands among those present. Commissioner Opiela made the motion to have David Bailey negotiate with Travis County EMS on a lease agreement for the modular building at Station 48 and bring proposals back to the board. The motion was seconded by Commissioner Clark and passed unanimously by a show of hands among those present.

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12. Review and Approve Pending Disbursements: Commissioner Opiela made the motion to approve the pending disbursements and was seconded by Commissioner Clark. The motion passed unanimously by a show of hands among those present. Check detail attached.
13. Executive Session: None
14. Date of next meeting: August 15, 2023
15. Adjournment: Commissioner Torgrimson declared that the agenda had been completed and adjourned the meeting at 8:02 pm.

Approved by:


A handwritten signature in blue ink, appearing to be "John Torgrimson", written over a horizontal line.

Attest:

A handwritten signature in blue ink, appearing to be "John Torgrimson", written over a horizontal line.

GR1000-1b Minutes-Written

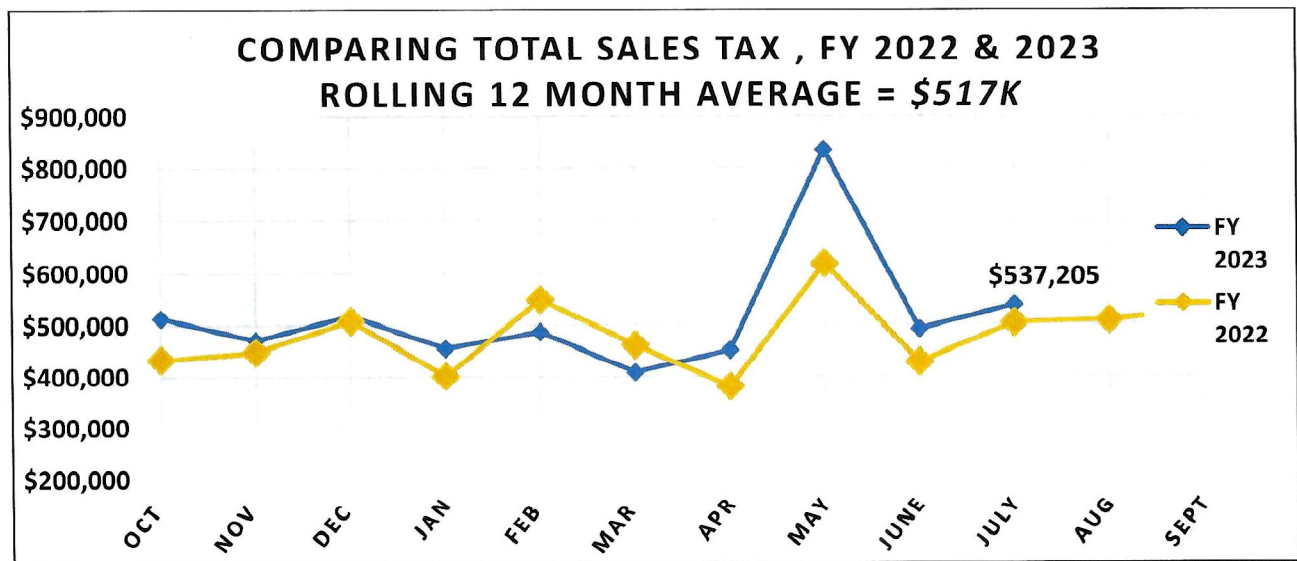
MONTHLY REPORT FOR JULY 18TH, 2023 BOARD MEETING

To:	Travis County Emergency Service District 4.	
From:	District Administrator	Professional Civic Services, LLC

1) CURRENT AFD SERVICE-CONTRACT UPDATE:

- Operations:** Increased Run Times? Meeting with ATCMES director and CAFCA.
- Fire Prevention, Risk Reduction.** Burn Ban back in place on 7/18.
- Fire Stations and Facilities**
 - Review of VFIS insurance policy: Updating a few numbers; **questions about 911 Dr.**
 - Fire Department Facilities Conference (link)- Austin, Aug 8-10. Bailey to attend.
 - **Station 48-** Central Health modular building: \$112K, 1200 square feet, 8 offices, 1 large bath. **Proposal from ATEMS** Assist. Chief Wes Hopkins.
 - **Station 47 parking lot:** 1) VIDEO! ➤ **Station 47 remodel.** Still designing walkways.
- Firefighters:** AFD Labor Contract *still UN- settled.*

2) REVENUE / FINANCE



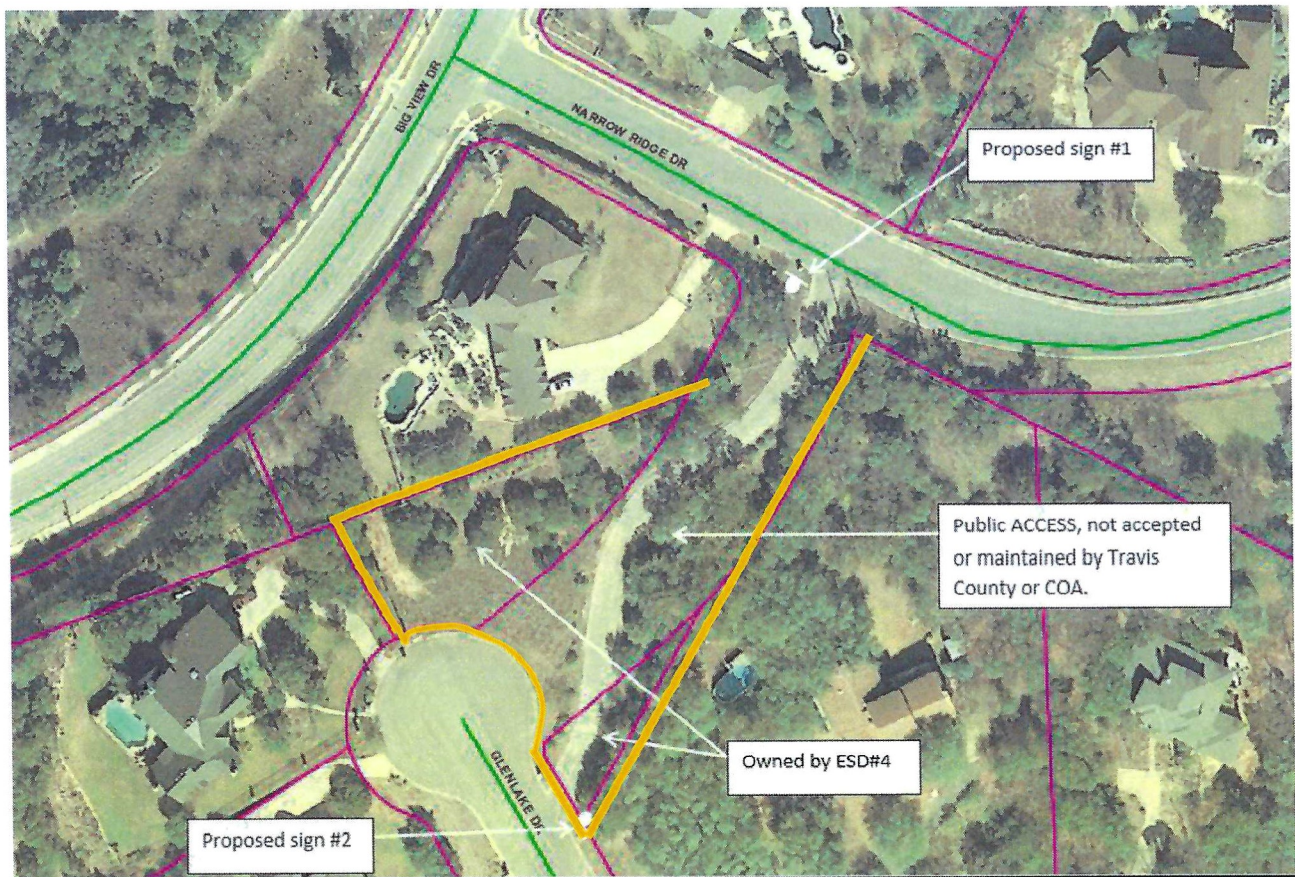
2) STRATEGIC CONNECTIONS

- TC Emergency Services Coordinating Committee. (ESDCC). July 29th. Monthly meetings, Saturday mornings at 9am. **Need a possible quorum notice?**
- TC Executive Director, Charles Brotherton, to attend our August Board meeting.
- August 8th, Presentation to TC Commissioners Court- **attendees?**

3) PROPERTY TAX TAKE AWAYS

- 1) 96% off all valuations come Single-family homes (67%) or existing business (29%).
- 2) The remaining 4% seems the most at risk for annexation.
- 3) Last year's exemptions directly helped 4188 save an average of \$62, while reducing the District's revenue by \$277K.
- 4) We currently have .02 cents in our Un-Used Increment Bank. How fast could we pivot?
- 5) July 25th- we get the final totals, we can expect to collect.

OTHER ITEMS



Link to the map above: <https://stage.travis.prodigycad.com/property-detail/522214>

Link to the Tx Fire Facilities Conference: <https://www.txfdfacilities.org/>

Link to Travis Co. Commission Court meeting for the presentation on the 8th:
<https://countyclerk.traviscountytexas.gov/departments/commissioners-court/>

Travis County ESD #4
Check Detail
July 11 - 18, 2023

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	ACH	07/11/2023	Austin Fire Depa...		1200 TexPool 9...		-1,276,684.00
					5000 COA/AFD ...	-1,276,684.00	1,276,684.00
TOTAL						-1,276,684.00	1,276,684.00
Check	47296	07/18/2023	Logan Consulting		1000 Wells Farg...		-2,193.50
					5925 Administrati...	-2,193.50	2,193.50
TOTAL						-2,193.50	2,193.50
Check	47297	07/18/2023	Professional Civ...		1000 Wells Farg...		-2,940.00
					5925 Administrati...	-2,940.00	2,940.00
TOTAL						-2,940.00	2,940.00
Check	47298	07/18/2023	William D. Webb		1000 Wells Farg...		-908.68
					5925 Administrati...	-908.68	908.68
TOTAL						-908.68	908.68
Check	47299	07/18/2023	James Hawkins		1000 Wells Farg...		-250.00
					5804 Station 48 ...	-250.00	250.00
TOTAL						-250.00	250.00